



SACHI A. HAMAI
Interim Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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August 6, 2015

To: Audit Committee

From: Sachi A. Hamai
Interim Chief Executive Officer

REVIEW OF BOARD POLICY NO. 4.070

As requested, our office has reviewed Board Policy No. 4.070, Full Utilization of Grant Funds, which is scheduled to sunset on September 21, 2015.

There are no recommended changes to the existing policy. We recommend extending the sunset date for this policy to September 21, 2020.

If you have any questions or need additional information, you may contact Patricia Carbajal of my staff at (213) 974-1327 or pcarbajal@ceo.lacounty.gov.

SAH:MR
PC:gl

Attachment

Memos/ATS C100448_Sunset Review 4.070_080615

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Los Angeles County

BOARD OF SUPERVISORS POLICY MANUAL

Policy #:	Title:	Effective Date:
4.070	Full Utilization Of Grant Funds	10/05/93

PURPOSE

Ensures full utilization of grant funds by requiring a proper review of such expenditures to determine whether funds need to be reallocated to provide the services for which they were intended before the end of the grant period.

REFERENCE

August 24, 1993 Board Order, [Synopsis 71](#)

October 5, 1993 Board Order, [Synopsis 67](#)

November 22, 1993 Chief Administrative Office Memorandum, "[Full Utilization of Non-County, Time-Limited \(Grant\) Funds](#)"

POLICY

Each Department Head, in conjunction with the Chief Executive Officer, shall establish a review of grant expenditures at the midpoint of the allocation period and establish a plan to ensure full utilization of all funds, either through reorganizing internally or contracting with the private sector. Language establishing this review process and allowing for reallocation of funds if necessary shall also be placed in contracts, if such services are provided through contractors.

In addition, on August 24, 1993, Department Heads were instructed to immediately advise the Board of Supervisors and the Chief Executive Officer of substantial regulations preventing them from carrying out their missions requiring the return of significant State or federal funding allocations, or impeding implementation of State or federal programs.

RESPONSIBLE DEPARTMENT

Chief Executive Office

DATE ISSUED/SUNSET DATE

Issue Date: October 5, 1993
Review Date: September 21, 2006
Review Date: July 21, 2011
Review Date: August 6, 2015

Sunset Review Date: October 5, 2003
Sunset Review Date: September 21, 2011
Sunset Review Date: September 21, 2015
Sunset Review Date: September 21, 2020